North Carolina Education Lottery
Audio/Video Equipment and Related Services
ITB # LC-000016

Questions & Answers

1) **What are the NCEL objectives of this project?**

- On-net audio/video (A/V) conferencing between 6 offices over an IP network
- Off-net video conferencing to support IP and be expandable to support ISDN
- Integrate all new equipment with existing equipment
- Improve current A/V configuration in conference or training rooms to include:
    - Installation of a fixed microphone at existing podium - Raleigh
    - All audio input must be heard through existing overhead speakers (e.g. provide capability for audience in back of conference room to hear what's being spoken at the table, as well as audio/video conferencing) - Raleigh
    - The Video input port on the existing plasma TVs in the 5 regional offices will be terminated onto a wall jack near the TVs – Regional offices
- Quote prices for each listed piece of equipment
- Quote installation labor price for each category of the project
- New equipment - on site support for 1 year with renewal maintenance options/pricing
- Existing equipment – maintenance options/pricing (reference the existing A/V equipment sheet provided at the mandatory 1/31/08 Raleigh and Greensboro site surveys)

2) **What are the NCEL technical requirements for this project?**

- Regional offices (5):
    - Five wireless (WiFi) touch screen panels with docking station for video conferencing control/setup and all A/V functions
    - Ability to secure the DVD/VCR onto the wall near the existing TVs in some type of a lock box in the conference locations
    - Audio mixer
    - Ceiling mounted microphones located in video conference rooms
- Headquarters (1):
    - Video Conference Gateway Controller (Polycom)
        - Supports voice, video, data, and unified conferencing over an IP network
        - Virtual Meeting Rooms with entry queues
        - IVR/DTMF conference management
        - Supports dial in, dial out, on-demand and scheduled conferencing
        - Multi-point video conferencing between 6 locations (On-net)
        - Point to point video conferencing directly between offices
        - Must be expandable to include 20+ video conferencing ports for web interface (Off-net)

- QOS
- Support for ad hoc conference services
- Conference scheduling capabilities
- Must be expandable / upgradeable to provide ISDN features
  - One wireless (WiFi) touch screen panel with docking station for video conferencing control/setup and all A/V functions located in the Sanders Conference room
  - Ceiling mounted microphones in the Sanders conference room
  - There will be two presentation locations in the Sanders conference room. One located at the conference table and one at a stand up podium. These locations must provide the ability to hook up a laptop into the A/V system and make presentations. The laptop output (video and audio) must be able to appear on both the local projector and on the Video conference session
  - Audio mixers
  - Hi Def / SVGA and Stereo Audio over CAT 5 cabling converters
  - 2nd Floor training room:
    - Ceiling mounted projector with minimum brightness of 3800lm
    - 60 x 80 High Contrast projector screen
    - Wall switch control unit for projector

3) What is the software version of the Polycom CODECs in the regional offices?

All CODECs (regional offices and Headquarters) are at version 8.5.2.

4) There are concerns about audio (microphone) distance limitations. Are all CODECs located within 50′ of training rooms?

Not at all regional offices, but the CODECs can be moved into the training room if required.

5) What are the serial numbers of the Polycom CODECs?

Charlotte – 82070508519AB9
Greensboro – 82070207AF48B9
Asheville – 820706085332B9
Greenville – 820706085342B9
Raleigh (HQ) – 8206300BE1AB9
Wilmington - unknown

6) What are the dimensions of the training rooms in the regional offices?

The training room in the Greensboro regional office is the largest at 28′ x 30′. Wilmington is approximately 15′ x 15′. The remaining are approximately 24′ x 22′. All have 9′ ceilings.

7) What size Wireless Touch panel would be preferred: 5″, 7.5″, 8.4″?

8.4″ is the preferred size.

8) Would you like to view video on the Touch panel?

This is not a requirement.

9) Will the Touch panel also control the TV's and audio/video components in each office?

Each office will have its own touch panel to control all audio/video components at that location.

10) Is there existing distributed audio throughout each office to integrate paging capability? If so, is it a 70volt system? Amplifier model?

There are no paging systems in place. This is not a requirement at this time.

11) Will there be any audio/video sources hooked up to the new Projector in the Training Room: DirecTV, DVD/VCR?

The training room will be a stand-alone location; however, the capability to connect a DVD/VCR as well as computer (SVGA) is required (i.e. run cables to extend input ports from the projector to terminate at a wall plate at the front of the room). SVGA and composite inputs will be needed.

12) What are the audio/video sources in each regional office conference room?

DVD/VCR, microphones, and computer

13) Requirements for pre-wire for a future projector in the regional office conference rooms?

This is not a requirement.

14) Please state the justification for a criminal background check and how this situation is so unique that it differs from other state related agencies requiring integrated videoconferencing systems.

The NCEL is unlike other state agencies in that the Lottery Act requires the NCEL to perform a background investigation on potential Lottery vendors (see N.C.G.S. §18C-151(a)(6)). Therefore, the NCEL requires its vendors and applicable employees of those vendors to submit to a comprehensive background check in order to comply with the Lottery Act.

15) Who shall the check for the Background Check be made payable to?

Checks for the Background Check should be made payable to: North Carolina Education Lottery.

16) Can a refundable type of Bid Bond be used rather than a Background Check?

No. A refundable bid bond will not be sufficient to fulfill the requirement of the Record Check Fee as specified in Section 4.3 of the RFP. Unlike other state agencies, the Lottery Act requires that all bids be accompanied by a "fee to cover the cost of the criminal record check conducted under G.S. 114-19.6."

17) Who will conduct the Background Check and does the NCEL have an existing relationship with the company?

The NCEL currently outsources its background investigations to an independent contractor.

18) Is the scope of the NC Education Lottery project being driven by an audio video consultant, and if so can you confirm what firm it is?

No.